

CONFIDENTIAL

2 April 1957

MEMORANDUM FOR: Chief, Intelligence School

SUBJECT : Weekly Activities Report No. 14, 26 March - 2 April

1. Basic Supervision Follow-Up Meetings. Two follow-up meetings for Basic Supervision courses have been held within the last week. The follow-up for BS#24 was held Thursday, 28 March, and the follow-up for BS#25 was held Tuesday, 2 April. The topic for both meetings had to do with Appraisal-of-Performance Interviews.

[] has been conferring with [] in planning further for the joint follow-up meeting for several Basic Supervision presentations to be held 30 April at which General Cabell is to speak. 25X1

2. Basic Supervision - New Presentations. Management Training has agreed to put on an evening course this summer for swing-shift supervisors in FI/RI. Tentative plans are for an 18-hour course to continue from 16 July to 8 August. One-and a-half-hour meetings will be held three times a week. 25X1

3. Basic Supervision - Advance Enrollment. Two weeks in advance of the course, BS#29, to be held 8-19 April, was oversubscribed by more than 50%. In the pruning process, the need for clarification of several points with the enrolling offices became apparent. It is hoped [] can attend the next TLO meetings to explain our current facilities and to answer questions about selection of members of the course. 25X1

4. Basic Management. Basic Management #33, with the maximum of [] enrolled, is in its second week. This will be the last class conducted by [] 25X1

Interest in Basic Management appears to continue high. As of today, [] names have been received for the 8 May presentation (GS 13-15) and [] names have been received for the 17 June presentation (GS 11-13). It is most unusual for any substantial number of persons to be enrolled as much as five to ten weeks in advance. 25X1

No final decision as to a replacement for [] has as yet been made. 25X1

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Acting Chief, Management Training

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